



Maryland Department of Human Resources  
Office of Licensing and Monitoring  
311 W. Saratoga Street  
Baltimore, Maryland 21201  
Office: 410.767.7871 Fax: 410.333.8408

## CHILD PLACEMENT AGENCY REPORT

**Provider Organization:** The Martin Pollak Project, Inc.

**Licensing Agency:** DHR

**Contracting Agency(s):** DHR

**Name of Chief Administrator:** Richard Norman

**Email:** rnorman@MPPI.org

**License Type:** TFC

**Type of Inspection:** Quarterly

Name and Address of CPA Office	License Capacity	DHR Contract Limit	Census by Placing Agency	License#/ Exp. date	Date of site Inspection
The Martin Pollak Project, Inc. TFC 3701 Eastern Baltimore, MD21224	Unlimited	80	43	00273/ 6/25/2018	12/16/2016

### Inspection Summary

**Number of Records Reviewed:** Youth 10 Staff 0 Foster Parent NA Adoptive Parent NA

**Number of Interviews:** Youth 0 Staff 0 Foster Parent NA

**CPA Office Inspection:** Approved

**Number of ILP Apartments Inspected:** 0

**Number of Foster Homes Inspected:** NA

**Current COMAR Violation:** Yes X No     

**If Yes, list Cited Violation(s) below:**

Violation(s)	Findings
07.02.21.07	Missing 818 in 2/10 records.
07.02.21.10 D(3)	Missing foster parent notes in 4/10 records.
07.05.02.17 A(3)	Missing immunization record in 1/10 records.
07.05.02.17 A(2)	Missing dental/eye exam in 2/10 records.
07.05.02.18 D(8)	Missing educational info. In 1/10 records.
07.05.02.17 A(1)	Missing physical in 1/10 records.
07.02.21.08 A(3)	Missing worker monitoring notes in 2/10 records.
07.05.02.18 D(2)	Missing birth certificate in 1/10 records.

**Corrective Action Plan:** Yes X No     

**If yes, date of CAP:** 12/28/16

**Any Violations During Mid or Re-Licensure Periods:** Yes      No     

**If Yes See Report (s) Date(s):**

**Complaint Outcome:**

**Current Status of License:** Continued

### Licensing

**Coordinator:** Sherlema Ferguson **Date:** 12/28/2016 **Email:** sherlema.ferguson@maryland.gov

**Program Manager:** Richard Berger **Date:** 12/28/2016 **Email:** [richard.berger@maryland.gov](mailto:richard.berger@maryland.gov)